



CITY OF LAS VEGAS
1700 North Grand Avenue
Las Vegas, New Mexico 87701
Phone: (505) 454-1401 Fax: (505) 454-8027

PURCHASE ORDER

PO Number: 220347

Date: 07/28/2021

Request #: 290444

Vendor #: 00373

ISSUED TO: YUKON & ASSOCIATES, LTD
4211 HAWKINS NE
ALBUQUERQUE, NM 87109

SHIP TO: City of Las Vegas
Attn: Utilities Department
905 12th Street
Las Vegas, NM 87701

Vendor Fax #: (505) 344-2974

ITEM	UNITS	DESCRIPTION	PRICE	PROJ	GL ACCOUNT NUMBER	AMOUNT
1	1	Tax Reset PLC at WWTP afer Power outage & after Hour	53.16		610-0000-610-7403	53.16
2	2	Labor	141.00		610-0000-610-7403	282.00
3	2	Labor	94.00		610-0000-610-7403	188.00
4	240	Mileage	0.68		610-0000-610-7403	163.20

DEPARTMENT ORDER

Approved By:

Date: 7/28/2021

SUBTOTAL:	686.36
TAX:	0.00
SHIPPING:	0.00
TOTAL	686.36

1. Original invoice plus one copy must be sent to: City of Las Vegas, 1700 North Grand Avenue, Las Vegas, NM 87701.
2. Payment may be expected within 30 days of receipt of goods, unless otherwise stated.
3. C.O.D. shipment will not be accepted.
4. Purchase Order numbers must appear on all shipping containers, packing slips and invoices. Failure to comply with the above request may delay payment.
5. All goods are to be shipped F.O.B. Destination unless otherwise stated.
6. All materials and services are subject to approval based on the description on the face of the purchase order or appendages thereof. Substitutions are not permitted without approval of the Requesting Department. Material not approved will be returned at no cost to the City.
7. All goods and equipment must meet or exceed all necessary city, state and federal standards and regulations.
8. Vendor or manufacturer bears risk of loss or damage until property received and/or installed.
9. Seller acknowledges that the buyer is an equal opportunity employer. Seller will comply with all equal opportunity laws and regulations that are applicable to it as a supplier of the buyer.
10. The City is exempt from all federal excise and state tax - ID# 85-6000149

Finance Dept. (505) 454-1401 FAX (505) 454-8027

CITY OF LAS VEGAS REQUISITION FOR PURCHASE

PURCHASE ORDER NO.:

290444

REQUIREMENTS

CHECK APPROPRIATE BOX

DATE:

7-28-21

PURCHASES UNDER RESOLUTION #14-18 STATE PROCUREMENT CODE:

- ☐ \$0 TO \$19,999.99 Best Obtainable Price; Requires 3 telephoned, written, faxed or e-mailed quotes;
- ☐ \$20,000.00 TO \$59,999.99 Requires 3 written and signed quotes; (Goods or services)
- ☐ \$60,000.00 AND OVER Formal Process (Requires RFQ, RFP, RFB, etc.)

☐ BID NO.: _____ - _____ AWARDED: ____/____/____; CONTRACT NO.: _____

(RECORD BID NUMBER, AWARDED DATE, AND CONTRACT NUMBER ABOVE)

☐ SPD CONTRACT; SPD NO.: _____ EXPIRES: ____/____/____.

☐ EXEMPT PURCHASE; Provide Section No. _____.

☐ GSA CONTRACT; GSA NO.: _____ - _____ EXPIRES: ____/____/____.

☐ PROFESSIONAL SERVICES; _____

☐ SOLE SOURCE: REQUIRES DETERMINATION AND MUST BE POSTED ON CLV WEBSITE FOR 30 DAYS
PRIOR TO PROCURING GOODS AND/OR SERVICES.

☐ OTHER CITY CONTRACT: NO: _____ EXPIRES ____/____/____

☒ EMERGENCY; _____ SECTIONS 13-1-127 STATE PROCUREMENT CODE

STATEMENT OF NEED: (Must Complete)

Reset PLC at WWTP after power outage +
After Hours

IN COMPLIANCE WITH THE PROCUREMENT CODE #14-18 THE FOLLOWING QUOTES WERE OBTAINED

DATE	NAME OF VENDOR	PHONE NUMBER	PERSON CONTACTED	PRICE QUOTED
7-28-21	Yukon	(605)269-4138	James Kircher	\$ 686.36

(If needed, attach additional quote documentation to this requisition)

LINE	QUANTITY	UNIT	DESCRIPTION	UNIT PRICE	SUB TOTAL
	240	miles	Mileage	.68	\$163.20
	2	hr.	Labor	\$94.00	\$188.00
	2	hr.	Labor	\$141.00	\$282.00
			Tax		\$53.16

VENDOR: Yukon

TOTAL: \$ 686.36

ADDRESS:

NM CRS NO.:

FEDERAL TAX NO.:

I CERTIFY THAT THIS PURCHASE IS NECESSARY AND THAT THE REQUESTED ITEMS WILL BE PURCHASED AT THE
LOWEST BID OR BEST OBTAINABLE PRICE.

BUDGET \$ 4,300.00

EXPENDED TO DATE \$ 50.03

CURRENT EXPENSE \$ 686.36

BALANCE \$ 5,563.61

Ruth Kapp

SIGNATURE OF PERSON REQUESTING

610-0000-610-7403

FUND

DEPARTMENT

ACTIVITY

APPROVED BY:

7-28-21

BUDGET AVAILABLE

YES: X

NO: _____

WHITE COPY: ACCOUNTS PAYABLE

YELLOW COPY: PURCHASING

PINK COPY: DEPARTMENT



NEW MEXICO EMERGENCY DETERMINATION FORM

The emergency procurement method (NMSA 1978, Section 13-1-127) may only be used when there exists a threat to public health, welfare, safety or property requiring procurement under emergency conditions. The existence of the emergency condition creates an immediate and serious need for services, construction or items of tangible personal property that cannot be met through normal procurement methods and the lack of which would seriously threaten:

1. The functioning of government;
2. The preservation or protection of property; or
3. The health or safety of any person.

I. Name of Agency: **City of Las Vegas**

Agency Chief Procurement Officer: Helen Vigil, Purchasing Supervisor

Telephone Number: 505-454-1401

II. Name of Contractor: **YUKON**

Address of Contractor: P.O. BOX 11592

Albuquerque, N.M. 87192

Amount of prospective contract: \$686.36

Term of prospective contract: One time Purchase

III. Please thoroughly list the services (scope of work), construction or items of tangible personal property of the contract:

The waste water treatment plant Scada went down due to power outage. Scada system is a PLC that controls all equipment on plant. Yukon was needed to reprogram and reset our Scada to get back on line.

IV. Provide an explanation for the justification of the procurement including a description of the emergency condition(s) requiring use of emergency procurement and the practicable competition utilized in compliance with NMSA 1978, Section 13-1-127.

Scada is an imperative piece of equipment used to operate entire plant it shows the inflow and out flow of the plant and keeps the pumps and motors running throughout the plant. It was after hours when this occurred.

V. Please describe what measures are being taken to minimize the duration and effect of this particular emergency procurement (for example: is the emergency only in place until a competitive process can be completed, etc.).

Plant is back on line and emergency backup battery fixed and reset.

VI. Describe what measures the Agency will take in the future to prevent/mitigate use of an emergency procurement under similar circumstances.

Back up battery in place. Be aware of power outages and insure equipment is not interrupted.

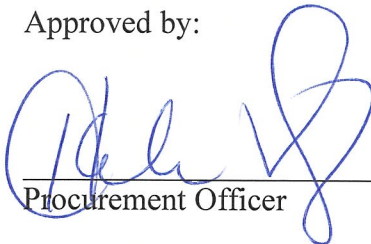
Certified by:

Date: 7/28/21


Department Director

Approved by:

Date 7/28/2021


Procurement Officer

APPROVED:

Date 7-28-21


Finance Director



PO Box 11592
Albuquerque NM 87192

Service Invoice

Invoice#: 210723

Date: 07/23/2021

Billed To: CITY OF LAS VEGAS
905 12TH STREET
LAS VEGAS NM 87701

Project: WasteWater Treatment Plant

Scheduled: 07/23/2021
Time:

Employee: 2
JAMES KIRCHER

Order#: Emergency Work

Description	Quantity	Price	Ext Price	Sales Tax
Troubleshoot WWTP PLC System and Autodialer				
Reset UPS at Control Room & Reset PLC Network				
07/23/21 Mileage	240.0000	0.680000	163.20	Y
07/23/21 Total Labor at \$94.00 per Hour	2.0000	94.000000	188.00	Y
07/23/21 Total Labor at \$141.00 per Hour	2.0000	141.000000	282.00	Y

*A service charge of 0.00 % per annum will be charged on all amounts
overdue on regular statement dates.*

Thank you for your prompt payment!

Non-Taxable Amount:	0.00
Taxable Amount:	633.20
Sales Tax:	53.16
Amount Due	686.36